



Delaware Emergency Management Agency
State Homeland Security Grant Program

DE Information Bulletin Number 3
December 17, 2004

TO: All Delaware Homeland Security Grant Partners

FROM: Jamie E. Turner, III
Director

SUBJECT: **U.S. Department of Homeland Security (US DHS) FY2004 State Homeland Security Grant Program Biannual Strategy Implementation Report (BSIR)**

The U.S. DHS FY2004 State Homeland Security Grant Program now calls for increased programmatic and financial accountability through the introduction of the Biannual Strategy Implementation Report (BSIR). DEMA, serving as the State Administrative Agency, is required to update information to DHS on behalf of Delaware's emergency response disciplines and their implementation of the State Strategy. This process is a continuation of the grant required Initial Strategy Implementation Plan (ISIP) originally submitted this summer and contained program and financial Homeland Security Strategy Budget Worksheets.

DEMA is required to submit the BSIR within 30 days after the end of the prescribed reporting period - June 30 and December 31 - and to provide required user information on obligations, requirements, and identify progress made through expenditures on activities noted within the ISIP. Biannual reports will be made for the life of the award and a final report is required 120 days after the end of the grant award period.

To successfully accomplish the BSIR, all response disciplines must review their 2004 ISIP spreadsheets and forward changes to Mr. Rob Hall, robert.hall@state.de.us. The ISIP spreadsheets were distributed to response discipline leaders during the last Working Group meeting held November 8, 2004. Mr. Hall will update and consolidate all emergency response disciplines' ISIP information and input the information into the BSIR using the new DHS/ODP tool. *Emergency response discipline updates are due to Mr. Hall by January 10, 2005.*

Coordination conducted in the 2004 ISIP allocated funding to Delaware emergency response disciplines. The funding allocation was:

- Emergency Management Agency: \$3,835,367
- Emergency Medical Services: \$647,318
- Fire Service: \$3,672,128
- Government Administrative: \$862,382
- Health Care: \$862,382
- Hazardous Materials: \$621,220
- Law Enforcement (SHSP): \$2,252,708
- Law Enforcement (LETPP): \$4,414,470
- Public Health: \$400,000
- Public Safety Communications: \$862,382
- Public Works: \$862,382
- Citizen Corps: \$309,430

A review by DEMA staff of detailed customer requirement information for FY2004 equipment and/or services shows that many items are not identified within the ISIP. The ISIP serves as the plan that links projects to equipment and services towards the strategy's preparedness goals and objectives. Consequently, if the equipment or service is not contained in the respective response discipline ISIP, it will delay the procurement process. In addition, emergency response discipline lead members identified in the ISIP have a responsibility to ensure equipment and/or service requests match those in current ISIP or submit changes to reflect the new or changed requirements. The changes will be incorporated within the BSIR during the June and December intervals.

As a reminder, all purchase arrangements are required to be coordinated through DEMA for approval and expenditure, to ensure program integrity and compliance with federal guidelines (reference DEMA Information Bulletin # 1, dated September 13, 2004). The following individuals are the point of contact for the FY2004 Grant Program and BSIR processing:

ISIP Changes & Planning	Rob Hall	(302) 659-2218	robert.hall@stat.de.us
Equipment & Security Enhancement	Tony Lee	(302) 659-2219	edward.lee@state.de.us
Training	Dwayne Day	(302) 659-2214	dwayne.day@state.de.us
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